

**VILLAGE OF BIRON REGULAR BOARD MEETING
MINUTES – FEBRUARY 11, 2019**

The February 11, 2019 Regular Village Board meeting was called to order at 6:30 p.m. by President Jon Evenson at the Biron Municipal Center. The meeting was properly posted according to Wisconsin State Statutes.

PRESENT: Jon Evenson, Dan Muleski, Tammy Steward, Sue Carlson, June Siegler, Bob Walker (via telephone); Mark Honkomp excused. Also present: 5 guests

MINUTES: Minutes were reviewed from the January 14 Board meeting. Motion Muleski, second Steward, to approve the minutes as printed. M.C. Minutes were reviewed from the January 28 Special Board meeting. Motion Siegler, second Muleski to approve the minutes as printed. M.C.

PUBLIC COMMENT: None

FINANCE & BUDGET COMMITTEE: Chairperson Bob Walker reporting. Bills, non-lapsing accounts and journal entries were in order for Wastewater, Water Utility and the Village accounts. Motion Muleski, second Steward to approve the bills for the Village and Wastewater Department, Water Utility and to approve the committee report. M.C.

Motion Muleski, second Siegler to approve tax overpayment refunds totaling \$212.11 to Winkelman and Plaster. M.C.

Treasurer Witt presented the auditor's recommendation to write off delinquent personal property tax totaling \$669.73 for Audio Video from 2012 and 2013. Motion Muleski, second Carlson to write off the personal property tax. M.C. carried with two voting no. Motion Muleski, second Siegler to delay the write off pending exploring collection actions and to consult with the assessor. M.C.

Motion Muleski, second Evenson to approve the Finance and Budget Committee report. M.C.

TREASURER'S REPORT: Treasurer Pam Witt reporting. The totals reported to the Finance Committee are: Receipts for January 2019: \$1,049,520.56. Expenses: \$437,660.26. General checking account bills were paid on check # 21177-21247 with 9 auto pays to IRS, Deferred Comp and WRS for payroll deductions. A list of January bills paid from the general fund was included for the Board to review. Village Non-Lapsing Fund \$976,099.75. Utilities Checking: \$151,232.69. Money Market \$353,210.30. Utility bills were paid on check # 4158-4176. Non-Lapsing Fund \$14,420.95. A list of all checks paid for utilities was included for the Board to review. **Motion** Steward, second Muleski to approve the Treasurer's report. M.C.

PERSONNEL COMMITTEE REPORT: No report

LEGISLATIVE, ORDINANCE & ZONING COMMITTEE REPORT: Chairperson Dan Muleski reporting. Complaint letters have been mailed. A committee meeting is scheduled in February to continue discussion of ordinance codification. **Motion** Siegler, second Carlson to approve the Legislative, Ordinance & Zoning Committee report. M.C.

PUBLIC WORKS COMMITTEE REPORT: Chairperson Tammy Steward reporting. Committee recommends accepting a bid from Fahrner for \$37,000 to chip seal South Biron Drive from the cranberry canal to the railroad crossing. Motion Muleski, second Steward to accept the Fahrner bid, using non-lapsing funds, with the understanding additional expense will be incurred by the Village crew performing preliminary work. M.C. Vruwink stated the 1977 loader needs to be replaced and he's been looking for a different one. The Committee will be reviewing proposals at their next meeting. Four

cutting edges for the plow trucks were purchased. **Motion** Muleski, second Steward to approve the Public Works Committee report. M.C.

PUBLIC PROPERTY, SAFETY & RECREATION COMMITTEE REPORT: Chairperson June Siegler reporting. Committee will be meeting to choose and recommend purchase of benches, picnic tables, recycle bins and trash receptacles for areas in the Bridgewater project. **Motion** Muleski, second Steward to approve the Public Property, Safety & Recreation Committee Report. M.C.

WATER UTILITY COMMITTEE REPORT: Chairperson Sue Carlson reporting. Vruwink reported on a power outage over the weekend which caused the water tower to set an alarm that it was empty. The generator was not working due to freezing temperatures. As a result the crew will be building an insulated structure around the generator. **Motion** Muleski, second Siegler to approve the Water Utility Committee report. M.C.

WASTEWATER COMMISSION REPORT: *Note: The Waste Water Treatment Plant is operated & staffed by the City of Wisconsin Rapids. One member of the Village of Biron Board of Trustees is an acting member of the Commission.* **Motion** Muleski, second Steward to accept minutes from the November, December and January meetings and place on file. M.C.

BIRON VOLUNTEER FIRE DEPARTMENT REPORT: Chief Kerkman submitted a written summary outlining training and emergency calls made in January. Also submitted were five standard operational guidelines the department adopted. **Motion** Evenson, second Siegler to approve the Fire Department report. M.C.

PRESIDENT'S UPDATE: A hazard mitigation plan update was completed by the President and Clerk and submitted to Wood County Emergency Management. A harvest end of year report from multi-metro deer management was reviewed. Evenson is drafting a developer agreement with Freeberg Automotive and plans to have it available for the March board meeting.

An informational meeting for those residents who will receive sanitary sewer and water main extension services is scheduled for March 7 at 6:30 p.m. at the Municipal Center. A draft letter that will be mailed to the residents was reviewed and revised. Discussion followed regarding deferral hardship requests. A process and criteria needs to be adopted to evaluate such requests. A suggestion was to develop a deferral request form, request a financial statement, several years tax returns, etc. Deferrals must be consistently applied. Discussion will continue at the next Bridgewater Work Group meeting. President Evenson reported per his discussion with the Public Service Commission the additional \$500 water lateral installation charge must be charged. A separate invoice will be mailed to the resident by the Utility Department.

Bridgewater Work Group report - an updated bid schedule is posted for bids February 13 and 19 and bids will be opened March 5 at 3:00 p.m. at the Municipal Center. The 28 acre Akkerman parcel is being served with sewer and water and has been added to the assessment list. The Clerk reported she spoke again with Beth at the DNR and learned the Lee property is not DNR grant eligible to purchase.

Lampert-Lee proposal for North Biron Drive Sanitary Sewer and Water Main Extensions engineering services - **Motion** Muleski, second Steward to approve the proposal with total fees not to exceed \$20,000. M.C.

Lampert-Lee proposal to solicit bids for North Biron Drive sanitary sewer and water main extensions . **Motion** Evenson, second Muleski to authorize Lampert-Lee to solicit bids for construction of the North Biron Drive sanitary sewer and water main extensions. M.C.

Lampert-Lee proposal for engineering and land surveying services for Bridgewater Recreational Improvements projects . **Motion** Walker, second Steward to approve the proposal not to exceed \$60,000. M.C.

Lampert-Lee proposal to solicit bids for the construction of Bridgewater Recreational Improvements . Motion Muleski, second Siegler to authorize Lampert-Lee to solicit bids. M.C.

Lampert-Lee proposal for Grant Administration Services . Motion Muleski, second Steward to approve the proposal at the rates of Lampert-Lee fee schedule dated January 1, 2018. M.C.

Recommendation for Bid Package C award for sanitary sewer, water and streets for Bridgewater local streets . Motion Muleski, second Steward to award the construction contract to Earth, Inc. based on their bid of \$1,450,371.75. M.C.

Motion Muleski, second Siegler to accept the President's report. M.C.

ADJOURN: Motion Siegler second Steward to adjourn at 8:12 p.m. M.C.

Respectfully Submitted,

Anne Arndt, Clerk

Approved by Biron Board of Trustees

Date: _____

Signed: _____
Jon T. Evenson, President